



North Central District Health Department

- Enfield—31 North Main Street, Enfield, CT 06082 * (860) 745-0383 Fax (860) 745-3188
- Vernon—375 Hartford Turnpike, Room 120, Vernon, CT 06066 * (860) 872-1501 Fax (860) 872-1531
- Windham—Town Hall, 979 Main Street, Willimantic, CT 06226 * (860) 465-3033 Fax (860) 465-3034
- Stafford—Town Hall, 1 Main Street, Stafford Springs, CT 06076 * (860) 684-5609 Fax (860) 684-1768

Patrice A. Sulik, MPH, R.S.
Director of Health

NORTH CENTRAL DISTRICT HEALTH DEPARTMENT
BOARD OF DIRECTORS
MINUTES OF REGULAR MONTHLY MEETING
Ella T. Grasso Conference
Windsor Locks Town Hall
50 Church Street
Windsor Locks, CT 06096
Wednesday, May 8, 2019

RECEIVED
VERNON TOWN CLERK
19 MAY 10 10:06

Members Present: Diane Wheelock - Chair, Len Norton, Maria Wheldon, Fred Journalist, Dianne Trueb, Shannon Grant, Rick Zulick, Victor Mathieu, Ben Rodriguez, William Meier, Michele Kervick.

Members Absent: Linda DeGray, Catherine Rebai, Trish Vayda, Maurice LaRosa, Ken Nelson Jr, Mary Ann Turner, Dawn Maselek, Matthew Maynard.

Also Present: Patrice Sulik, Director of Health

Call to Order/Determination of Quorum

Chairman Diane Wheelock convened the meeting at 7:01 PM after determining there was a quorum present. Diane welcomed a newly appointed Board Member, Michele Kervick, representing the Town of Windsor Locks.

Executive Session

A motion was made by Bill Meier and seconded by Ben Rodriguez to enter executive session for the purpose of conducting the Director's Performance review. The motion carried unanimously, and the Board entered Executive Session at 7:02 PM. The Director was invited into Executive Session to briefly address the Board. The Director was then excused.

The Board came out of Executive Session at 7:53 PM.

A motion was made by Maria Whelden and seconded by Vic Mathieu to increase the Director's salary by 4%; 2 % for the Leadership Training Initiative that she requested support for in the previous year and 2% for the current year. The motion carried with Len Norton opposed.



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A motion was made by Ben Rodriguez and seconded by Vic Mathieu to enter Executive Session to discuss pension issues.

The motion carried unanimously, and the Board entered Executive Session at 7:56 PM. Patrice Sulik was invited into Executive Session.

The Board came out of Executive Session at 8:04 PM.

Board Chair Report

The Board Members were reminded of the interview dates for the RFQ respondents and discussion ensued about the potential scope of the Enfield building remodeling project. Patrice provided copies of information that Mary Ann Turner prepared to provide context on potential costs that could be expected at various levels of remodeling.

Deciding on scope of the project and a potential budget will be put on the June Regular Meeting agenda for Board consideration.

Director of Health Update

Patrice reviewed her report with the Board.

Action on Consent Agenda Items

None

Committee Updates and Discussions

1. Finance – Maria Whelden, Chair – Maria summarized the quarterly financial statements-all is in order and it appears that revenue from new applications is on the increase. This may or may not be a trend.
2. Short and Long Term Planning – Ben Rodriguez, Chair –Ben stated that the goals for the Strategic Plan have mostly been accomplished and will initiate a new cycle of strategic planning when the Community Health Needs Assessment report is finalized.
3. Capital Improvements – Mary Ann Turner, Chair –no additional discussion



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4. Personnel – Linda DeGray, Chair – N/A

New Business

A motion was made by Len Norton, seconded by Rick Zulick to purchase two (2) Chevy Equinox for a total price of \$47,535. The total expense will be reduced by the trade-in value of the 2003 Toyota Tacoma (\$3,500 minimum).

By purchasing two (2) vehicles and trading in one (1) vehicle, the Fleet size will increase in order to address overlapping needs for a District vehicle.
The motion carried unanimously.

As the proposed pricing is competitive with the state bidding contract, the bidding process is waived and a motion was made by Ben Rodriguez, seconded by Vic Mathieu to transfer from the fund balance an amount not to exceed \$26,000 to cover the portion of the purchase cost not covered in the operating budget.

The motion carried unanimously.

Adoption of Minutes

A motion was made by Len Norton, seconded by Ben Rodriguez to waive the reading of the Minutes of the Regular Meeting of the Board of April 10, 2019, and that Minutes of said meeting be approved. The motion carried unanimously.

Adjournment

There being no further business to discuss, a motion was made by Vic Mathieu and seconded by Ben Rodriguez to adjourn. The motion carried unanimously, and the meeting adjourned at 8:50 PM.

Respectfully submitted,

Patrice A. Sulik
Director of Health

Next Board Meeting: Wednesday, June 12, 2019, Vernon Town Hall, 14 Park Place, Vernon, first floor Probate Courtroom. A light dinner will be provided at 6:00 PM and a brief tour of remodeled areas of Town Hall prior to convening the Regular Meeting at 7:00 PM.